



DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT  
JOINT FORCE HEADQUARTERS, MAINE NATIONAL GUARD  
33 STATE HOUSE STATION  
AUGUSTA, ME 04333-0033

21 June 2016

**ACTIVE DUTY GUARD/RESERVE AGR TOUR ANNOUNCEMENT #16-077**  
**TITLE 32 USC SEC 502 (f)**

**Nationwide Announcement**

**POSITION:** HEALTH CARE NCO / AFSC 4NXXX

**GRADE:** Not to exceed / E7 (Also see Area of Consideration)

**LOCATION:** 11<sup>th</sup> CST-WMD (W7LMAA), 1 Armory Road, Waterville, ME 04901

**CLOSING DATE:** 20 July 2016

**AREA OF CONSIDERATION:** Open to current enlisted members of the Air National Guard in the rank of Staff Sergeant (E5) to Master Sergeant (E7) who are qualified in AFSC 4NXXX. Also open to current enlisted members of the Army National Guard in the rank of Sergeant (E5) to Sergeant First Class (E7) who are qualified in MOS 68W and willing to enlist in the Maine Air National Guard. **Army National Guard personnel must be willing to join the Maine Air National Guard if selected to fill this position.**

**MILITARY/FULL-TIME ASSIGNMENT:** Maine Air National Guard Member will be assigned on the UMD to JFHQ, Maine Air National Guard with Full Time Manning position as CST Health Care NCO, FTMD: 2040/012 within 11<sup>th</sup> CST-WMD, Waterville, ME.

**ELIGIBILITY REQUIREMENTS:**

Selected individual must **show evidence of 68W MOS or 4NXXX AFSC to meet the certification requirements for an interview.** Position requires mandatory formal training, and applicants must have no documented instances in the last 5 years of conduct that reflects adversely on the character, honesty, or integrity of the Service Member.

**Non-AGR applicants must:**

- a. Be a member of the National Guard.
- b. Must have fewer than 15 years Active Service (AS)/ Total Active Federal Military Service (TAFMS) and be able to complete 20 years of (TAFMS)(AS)/AGR service before attaining age 60, **OR** sign a statement indicating that they know they will not accrue enough active service for a regular retirement.
- c. Meet height, weight and Physical Fitness requirements.
- d. No current or pending Adverse Actions
- e. Also see Area of Consideration requirements above.

**Current AGR Service Members** wishing to apply must have the concurrence of their chain of command, and have served at least 18 months in their current assignment unless this requirement is waived.

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**MANDATORY REQUIREMENTS:**

a. States will ensure that applicants for Title 32 duty as part of a WMD-CST are well informed about the unique requirements associated with this critical duty assignment. Applicants should be provided written information sheets detailing the prerequisites that must be completed before hiring is finalized. These conditions of service will be clearly stated in announcements and advertisements for WMD-CST positions.

b. To qualify for selection to WMD-CST positions, the applicant must:

(1) Complete a physical examination IAW paragraph 9-3 before completion of the hiring process. HAZMAT Technician certification requires that each individual on the WMD-CST maintains the minimum medical standards noted throughout their duty assignment.

(2) Undergo urinalysis drug screen testing upon entry on active duty, and periodic testing while assigned to WMD-CST duty. States will ensure that members of the WMD-CSTs are included in the testing rotation under the local Alcohol and Drug Abuse Prevention Control (ADAPC) program.

(3) Meet AFSC qualifications for their duty position within 12 months of their assignment to the unit. An extension may be granted as an exception to policy IAW ANGI 36-101 when WMD-CST training and AFSC qualification courses cannot both be accomplished in the initial 12 months through no fault of the service member.

(4) Uphold the highest standards of conduct and personal appearance.

(5) Ensure that outside employment, associations and off-duty conduct/activities are consistent with Federal directives on ethics and with State and Federal conflict of interest policies. Commanders must maintain a copy of the written approval for outside employment of AGR members. However, this employment must not impact the unit mission accomplishment or unit readiness.

(6) Agree to minimum three-year tour on the WMD-CST after completion of CSSC.

(7) If the Service Member holds an alternate MOS/AFSC identified in the WMD-CST TDA, the State will submit an exception to policy request to the appropriate NGB staff section for approval before hiring action is completed.

(8) Maine National Guard Service Members must have an HIV test completed within twenty four months of the AGR tour start date. Must meet medical qualifications outlined in Chapter 3 AR 40-501 or AFI 48-123. Physical Health Appraisal (PHA) must be within 12 months of entry into AGR program.

(9) Applicants must not be eligible for or be receiving an Immediate Federal Retirement Annuity (Military or civilian).

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(10) Complete Anthrax Immunization and Smallpox Vaccination Program as a condition of employment.

(11) Meet the following Medical Requirements

- a. Undergo and pass a pulmonary function test prior to AGR hire date.
- b. Must have Normal Color Vision
- c. Pass an annual Occupational Safety and Health Administration (OSHA) physical exam as required by CFR 1910.129(f).

(12) Reside within a one (1) hour commute from duty location within 6 months of being hired. (PCS move authorized)

(13) Carry a unit phone and be on call 24 hours a day.

(14) Attend Civil Support Skills Course and complete over 500 hours of training outside of the state.

(15) Per NGR 500-3, eligible to obtain a Secret Security Clearance.

(16) Per NGR 500-3, receive a favorable National Agency Check (NAC). Applicants will have a NAC dated within one year of the posting date for this job announcement.

**LENGTH OF TOUR:** Selected individual will be appointed to AGR status for an initial 3 year tour and will not be eligible for reassignment from WMD-CST without TAG approval. Extension of all AGR Service Members beyond their initial tour is contingent upon recommendation by the supervisor and final approval by the Adjutant General.

**SELECTED RESERVE INCENTIVE PROGRAM (SRIP):**

Non-AGR Maine National Guard personnel who are SRIP participants (bonus recipients/student loan repayment program) may have their benefits terminated and/or recouped if selected as a permanent AGR. Applicants should contact the MEANG Incentive Manager at DSN 698-7391 to determine any possible termination and/or recoupment actions that may result from accepting this position.

**HOW TO APPLY:**

**Air National Guard Requirements:**

- a. MeSPM Form 35-03 (Application for ANG Full-Time Military Duty Assignment). The forms and job announcements may be found on the MENG web site at <http://www.me.ngb.army.mil/DHR/ANNOUNCEMENTS/DEFAULT.htm> under the "Jobs" link. Select the "AGR" link to get a blank AGR application form.
- b. Current Report of Individual Person (RIP) from VMPF is required.
- c. Report of Fitness Assessment is required.
- d. Current Resume and cover letter is required

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**Army National Guard Requirements:**

AGR applicants will submit a memorandum of interest through their Chain of Command to the HRO-AGR office, with a current Enlisted Record Brief. HRO must receive an emailed copy from the Soldier prior to the closing date. Technicians and Traditional (M-Day) applicants, as a minimum will submit an *NGB Form 34-1*, (Application for Active Guard/Reserve Tour) from the following web site [http://www.ngbpdcc.ngb.army.mil/forms/ngbf34\\_1.htm](http://www.ngbpdcc.ngb.army.mil/forms/ngbf34_1.htm), a copy of latest Enlisted Record Brief, and any documents relating to the job they are applying for.

**\*\*\*Applications will not be accepted without Applicants Signature, and will not be accepted from third parties without written consent of the applicant\*\*\***

Memorandums and Applications must reach the HRO-AGR office **NOT LATER THAN THE CLOSING DATE.** Memorandums and Applications received after the closing date will **NOT** be considered. The inter-office distribution system may be used (no expense incurred to the government). - Current Maine AGR Job announcements are posted on all unit bulletin boards and are available on the internet at <http://www.me.ngb.army.mil/DHR/ANNOUNCEMENTS/DEFAULT.htm> under the "JOBS" link.

- You may deliver your application and other documents **in person**, or **send** them by:

- **Email (Preferred Method)** to [ng.me.mearng.list.hro-agr-br@mail.mil](mailto:ng.me.mearng.list.hro-agr-br@mail.mil) or
- Non government fax to MENG-HRO-AGR office at (207) 626-4246, or
- U.S. mail to "Department of Defense, Veterans, & Emergency Management, ATTN: MENG-HRO-AGR, Camp Keyes, Augusta, ME 04333-0033"

**All Applicants are encouraged to contact HRO office at (207) 430-6025 or (207) 430-5906 to verify receipt of their application prior to the closing date of job announcement unless they have received an email confirmation of receipt from HRO.**

**Do not send unencrypted email applications containing Personally Identifiable Information from commercial, non-secure applications.** Applicants without CAC-enabled secure DoD email capabilities are invited to submit applications using the Safe Access File Exchange (SAFE) (<https://safe.amrdec.army.mil/SAFE/>) in one single .pdf file.

**APPLICATIONS SUBMITTED AS AN UNENCRYPTED E-MAIL ATTACHMENT  
WILL NOT BE ACCEPTED DUE TO UNSECURED PERSONALLY IDENTIFIABLE  
INFORMATION.**

**SAFE Instructions:** Website: <https://safe.amrdec.army.mil/safe>

1. Select accordingly if you are accessing the website from a computer with CAC Access or not.  
Note: Either option will allow you to send an encrypted file.

2. Enter or confirm your name is entered, then enter email address (all e-mail addresses work with SAFE).

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3. Click Browse to attach your PDF File and once selected it will appear under File(s) (Applications must be submitted as one file).
4. Once you see the file, click the Box next to Privacy Act Data.
5. To the right, in the Box "Description of Files," please enter the following: "Announcement Number", "Position Title", and "Your Last Name" (ie: 16-005, 262d EN CO HR NCO, Smith)
6. Under Recipient Information enter the email address [christopher.a.merrill.mil@mail.mil](mailto:christopher.a.merrill.mil@mail.mil) and [eric.e.richardson3.mil@mail.mil](mailto:eric.e.richardson3.mil@mail.mil) and Click Add.
7. Confirm the e-mail address has moved to the Recipients List Box next to where you entered it.
8. Under Email Setting, Click on the following boxes:
  - Encrypt email message when possible.
  - (Optional) Notify me when file(s) downloads are STARTED (system generated email).
  - Notify me when file(s) downloads are COMPLETED (system generated email).
  - Require CAC for Pick-up (all recipients will need to log in with a CAC to download file(s)).
9. Click on FOUO.
10. Click Upload.

**APPOINTMENT:** This position will be filled as soon as possible after 16 June 2016 based on available authorized AGR voucher allocation and FY 16 funds. The Adjutant General retains exclusive appointment authority of AGR personnel. No commitment will be made to any applicant prior to review of qualifications by this office. The Maine National Guard is an Equal Opportunity Employer. All appointments and promotions will be made without regard to race, color, creed, sex, age or national origin.

**DISSEMINATION:** Supervisors/Commanders, please post to bulletin boards, read at unit formations and notify personnel who may be interested. Qualified personnel who may be absent during the announcement period due to school, illness, mob, temporary duty, etc., should be notified.

FOR THE HUMAN RESOURCES OFFICER:

\\\\\\\\\\\\\\SIGNED\\\\\\\\\\\\\\  
CHRISTOPHER A. MERRILL  
CW4, MEARNG  
AGR Manager